



**Functional Series 500
Management Services**

INTERIM UPDATE 09-01

SUBJECT: Revision of ADS 501 and its References

NEW MATERIAL: This Interim Update announces that ADS Chapter 501, The Automated Directives System (ADS), and its references have been revised. Office symbols have been updated to indicate the change in Agency Notices function from M/AS/IRD to M/MPBP/POL.

EFFECTIVE DATE: 06/04/2008

- ATTACHMENTS:**
1. [ADS 501, The Automated Directives Systems \(ADS\)](#)
 2. [ADS Style and Format Guide](#)
 3. [The ADS Process](#)
 4. [Sample E-Mail Requesting ADS Clearance](#)
 5. [Timeline: Four-Step Process and Issuing ADS Material \(Directives\)](#)
 6. [ADS Users Guide](#)

POLICY

USAID/General Notice
M/MPBP/POL
12/30/2008

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ADS Chapter 501, The Automated Directives System (ADS), and its references have been revised. Office symbols have been updated to indicate the change in Agency Notices function from M/AS/IRD to M/MPBP/POL.

Point of contact: Any questions concerning this Notice may be directed to Suzan Corl, M/MPBP/POL, (202) 712-0648.

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